

JOINT STEERING COMMITTEE FOR DEVELOPMENT OF RDA

MEETING TO BE HELD 13-22 APRIL 2008 IN CHICAGO, U.S.A.

DRAFT AGENDA

Note: JSC members are asked to bring documents marked "*" to the meeting. Documents marked "^" are only available to JSC members. Access to additional listed documents will be available if needed during the meeting.

Note: Executive Sessions (indicated below) are closed to observers.

Sunday 13 April 1 p.m. < 4 hours>

Executive Session 1

1. **RDA Project Manager's report (1 hour)**
 - Outreach
 - Training and implementation of RDA
 - Risk assessment for RDA content development
 - CoP update
 - Authoring system update
 - Online product
2. **Collaboration with other resource description communities (1 ½ hours)**
 - DCMI RDA Work Group
 - MARBI
 - IFLA Cataloguing Section
 - Any other updates
3. **Strategic plan for RDA 2005-2009 (15 mins.)**
5JSC/Strategic/1/Rev/2 *
4. **RDA indexing (15 mins.)**
5. **Concise RDA (15 mins.)**
5JSC/Restricted/Chair/10 *^
6. **RDA editing (30 mins.)**
5JSC/Editor/Editor's Guide *^
7. **List of Specialist Cataloguing Manuals for RDA (10 mins.)**
5JSC/ALA/3/Rev *
8. **JSC meetings policy document (5 mins.)**
5JSC/Policy/6/Rev *

End of Executive Session 1

Monday April 14 a.m. <4 hours>

9. **Approval of the agenda (5 mins.)**
10. **Minutes of the previous meeting held 15-20 October 2007 (5 mins.)**
5JSC/M/170-215
5JSC/M/Restricted/170-215*^
11. **Actions arising out of the JSC Meeting October 2007 (15 mins.)**

RDA background documents

The following documents are likely to be referred to during discussion of RDA drafts:

5JSC/RDA/Element analysis/Rev *
5JSC/RDA/Objectives and Principles/Rev *
5JSC/RDA/Prospectus/Rev/5 *
5JSC/RDA/RDA to FRAD mapping/Rev *
5JSC/RDA/RDA to FRBR mapping/Rev *
5JSC/RDA/Scope/Rev/2 *

General Introduction

12. **Revised draft of RDA General Introduction (2 hours)**
5JSC/Editor/RDA/General Introduction/Rev *^

General RDA

13. **Required elements (1 hour)**
14. **Terminology changes to be generally applied (30 mins.)**

Monday April 14 p.m. <4 hours>

Sections 2-4, 9 of RDA

The following documents will be referred to during this part of the agenda:

5JSC/RDA/Sections 2-4, 9 *
5JSC/RDA/Sections 2-4, 9/LC response *
5JSC/RDA/Sections 2-4, 9/Chair follow-up/1 *
5JSC/RDA/Sections 2-4, 9/BL response *
5JSC/RDA/Sections 2-4, 9/Chair follow-up/2 *
5JSC/RDA/Sections 2-4, 9/CCC response *
5JSC/RDA/Sections 2-4, 9/CILIP response *
5JSC/RDA/Sections 2-4, 9/Chair follow-up/3 *
5JSC/RDA/Sections 2-4, 9/ACOC response *
5JSC/RDA/Sections 2-4, 9/Chair follow-up/4 *
5JSC/RDA/Sections 2-4, 9/ALA response *
5JSC/RDA/Sections 2-4, 9/ALA response/ALA follow-up *

15. RDA Sections 2-4, 9 – Constituency Review of December 2007 Draft - General issues (1 hour)

Section 2 of RDA: Recording attributes of work and expression

16. RDA Section 2 (chapters 5-6): Recording attributes of work and expression (3 hours)

Including discussion of:

- More than one person, family, or corporate body responsible for creating the work

Tuesday April 15 a.m. <4 hours>

17. Proposed revision of RDA chap. 6, Additional instructions for musical works and expressions (4 hours)

5JSC/LC/12 *

5JSC/LC/12/ALA response *

5JSC/LC/12/BL response*

5JSC/LC/12/CILIP response*

5JSC/LC/12/CCC response*

5JSC/LC/12/ACOC response*

Tuesday April 15 p.m. <4 hours>

18. Draft of RDA - Section 2 – Chapter 7 (2 hours)

5JSC/Editor/RDA/ Section 2/Chapter 7 *^

Including discussion of:

- Any remaining issues to do with scale of cartographic resources
- Placement of instructions on audio narration and captioning (mentioned in the cover letter for the March 2007 draft of chapter 3)

19. RDA Section 3 (chapters 8-11): Recording attributes of person, family, and corporate body (2 hours, continued at agenda 24)

Including discussion of:

- Form of date of birth (5JSC/M/183.49.1)
- Instructions on adding “B.C. to dates (5JSC/M/183.27.1)

Wednesday April 16 a.m. <4 hours>

Executive Session 2

20. Meeting with Committee of Principals

End of Executive Session 2

Thursday 17 April a.m. <4 ¾ hours incl. Executive>

Executive Session 3 (1 hour)

21. Follow-up on meeting with CoP and Co-publishers (30 mins)

22. **Discuss loss of key personnel (20 mins).**
23. **Formal recognition of individuals and groups contributing to the development of RDA (10 mins.)**

End of Executive Session 3

24. **RDA Section 3 (chapters 8-11): Recording attributes of person, family, and corporate body (continued from agenda 19) (1 hour)**

25. **RDA Section 4 chapter 16: Identifying places (¾ hour)**

Including discussion of:

- Instructions for names of buildings (5JSC/M/185.21.1)

26. **RDA Section 9 (chapters 29-32): Recording relationships between persons, families and corporate bodies (2 hours)**

Thursday 17 April p.m. <3 ½ hours>

27. **Appendix K (Relationship designators: Relationships between persons, families, and corporate bodies) (30 mins.)**

Section 6 of RDA: Recording relationships to persons, families, and corporate bodies associated with a resource

28. **Draft of RDA – Section 6 – Chapters 18-22 (1 hour)**
5JSC/Editor/RDA/Section 6 *^

29. **Designation of Roles in RDA (2 hours)**
5JSC/LC/11*
5JSC/LC/11/BL response*
5JSC/LC/11/CILIP response*
5JSC/LC/11/CCC response*
5JSC/LC/11/ALA response*
5JSC/LC/11/ACOC response*

Friday 18 April a.m. <4 hours>

30. **Constituency Review of June 2007 Draft of Chapters 6-7 (3 hours)**
5JSC/RDA/Part A/Chapters 6-7/Rev *
5JSC/RDA/Part A/Chapters 6-7/Rev/LC response*
5JSC/RDA/Part A/Chapters 6-7/Rev/BL response*
5JSC/RDA/Part A/Chapters 6-7/Rev/Chair follow-up/1*
5JSC/RDA/Part A/Chapters 6-7/Rev/ACOC response*
5JSC/RDA/Part A/Chapters 6-7/Rev/CCC response*
5JSC/RDA/Part A/Chapters 6-7/Rev/CILIP response*
5JSC/RDA/Part A/Chapters 6-7/Rev/Chair follow-up/2*
5JSC/RDA/Part A/Chapters 6-7/Rev/Chair follow-up/3*
5JSC/RDA/Part A/Chapters 6-7/Rev/Chair follow-up/4*

5JSC/RDA/Part A/Chapters 6-7/Rev/Chair follow-up/5*

5JSC/RDA/Part A/Chapters 6-7/Rev/ALA response*

Note: These documents are also listed at agenda item 31 (Section 5) and item 35 (Section 8).

Section 5 of RDA: Recording primary relationships between work, expression, manifestation, and item

31. Draft of RDA – Section 5 – Chapter 17 (1 hour)

5JSC/Editor/RDA/Section 5/Chapter 17*^

5JSC/RDA/Part A/Chapters 6-7/Rev *

5JSC/RDA/Part A/Chapters 6-7/Rev/LC response*

5JSC/RDA/Part A/Chapters 6-7/Rev/BL response*

5JSC/RDA/Part A/Chapters 6-7/Rev/Chair follow-up/1*

5JSC/RDA/Part A/Chapters 6-7/Rev/ACOC response*

5JSC/RDA/Part A/Chapters 6-7/Rev/CCC response*

5JSC/RDA/Part A/Chapters 6-7/Rev/CILIP response*

5JSC/RDA/Part A/Chapters 6-7/Rev/Chair follow-up/2*

5JSC/RDA/Part A/Chapters 6-7/Rev/Chair follow-up/3*

5JSC/RDA/Part A/Chapters 6-7/Rev/Chair follow-up/4*

5JSC/RDA/Part A/Chapters 6-7/Rev/Chair follow-up/5*

5JSC/RDA/Part A/Chapters 6-7/Rev/ALA response*

Note: These documents are also listed at agenda item 30 (Section 6) and item 35 (Section 8).

Friday 18 April p.m. <4 hours>

32. Analysis of the proposed CONSER standard record vis à vis RDA (15 mins.)

5JSC/Editor/1*

5JSC/Editor/1/Chair follow-up *

Section 8 of RDA: Recording relationships between works, expressions, manifestations, and items

33. Draft of RDA – Section 8 – Chapters 24-28 (1 hour)

5JSC/Editor/RDA/Section 8 *^

Including discussion of:

- Guidance on techniques appropriate to each implementation scenario (5JSC/M/204.14.2)

34. Designation of Relationship in RDA (2 hours)

5JSC/Restricted/ALA Rep/Rev/2 *^

35. Constituency Review of June 2007 Draft of Chapters 6-7 (¾ hour)

5JSC/RDA/Part A/Chapters 6-7/Rev *

5JSC/RDA/Part A/Chapters 6-7/Rev/LC response*

5JSC/RDA/Part A/Chapters 6-7/Rev/BL response*

5JSC/RDA/Part A/Chapters 6-7/Rev/Chair follow-up/1*

5JSC/RDA/Part A/Chapters 6-7/Rev/ACOC response*

5JSC/RDA/Part A/Chapters 6-7/Rev/CCC response*

5JSC/RDA/Part A/Chapters 6-7/Rev/CILIP response*

5JSC/RDA/Part A/Chapters 6-7/Rev/Chair follow-up/2*

5JSC/RDA/Part A/Chapters 6-7/Rev/Chair follow-up/3*

5JSC/RDA/Part A/Chapters 6-7/Rev/Chair follow-up/4*

5JSC/RDA/Part A/Chapters 6-7/Rev/Chair follow-up/5*

5JSC/RDA/Part A/Chapters 6-7/Rev/ALA response*

Note: These documents are also listed at agenda item 30 (Section 6) and 31 (Section 5).

Saturday 19 April a.m. <3 ¾ hours>

35. (continued) Constituency Review of June 2007 Draft of Chapters 6-7 (1 hour)

Section 1 of RDA: Recording attributes of manifestation and item

36. Draft of RDA - Section 1 – Chapter 1 (¾ hour)

5JSC/Editor/RDA/Section 1/Chapter 1 *^

37. Draft of RDA - Section 1 – Chapter 2 (2 hours)

5JSC/Editor/RDA/ Section 1/Chapter 2 *^

Including discussion of:

- Sources of information for sound resources to see if ALA concerns have been addressed (5JSC/M/141.12.1)
- Linking words in alternative titles

Saturday 19 April p.m. < 3 ¾ hours>

37. (continued) Draft of RDA - Section 1 – Chapter 2 (1 hour)

38. Draft of RDA - Section 1 – Chapter 4 (¾ hour)

5JSC/Editor/RDA/ Section 1/Chapter 4 *^

39. Constituency Review of March 2007 Draft of Chapter 3 (2 hours)

5JSC/RDA/Part A/Chapter 3/Rev*

5JSC/RDA/Part A/Chapter 3/Rev/ACOC response*

5JSC/RDA/Part A/Chapter 3/Rev/CCC response)*

5JSC/RDA/Part A/Chapter 3/Rev/Chair follow-up/1*

5JSC/RDA/Part A/Chapter 3/Rev/LC response*

5JSC/RDA/Part A/Chapter 3/Rev/Chair follow-up/2*

5JSC/RDA/Part A/Chapter 3/Rev/Chair follow-up/3*

5JSC/RDA/Part A/Chapter 3/Rev/Chair follow-up/4*

5JSC/RDA/Part A/Chapter 3/Rev/CILIP response*

5JSC/RDA/Part A/Chapter 3/Rev/ALA response*

5JSC/RDA/Part A/Chapter 3/Rev/BL response*

Including discussion of:

- Use of “term” (5JSC/M/156.4.4)

Monday 21 April a.m. <4 hours>

39. (continued) Constituency Review of March 2007 Draft of Chapter 3 (4 hours)

Monday 21 April p.m. <4 hours>

40. **RDA Glossary (2 ½ hours)**
5JSC/Chair/11/Chair follow-up/1 *
5JSC/Chair/11/Chair follow-up/2 *

5JSC/Policy/3/Rev *
41. **Appendices A-C (Capitalization, Abbreviations, Initial Articles) (1 hour)**
5JSC/Chair/9/Chair follow-up/6/Rev *
5JSC/Chair/9/Chair follow-up/8/Rev *
42. **Complete draft of RDA for constituency review (30 mins.)**

Including discussion of:
- Number and nature of composite examples to be provided with complete draft
 - Other examples issues

Tuesday 22 April a.m. <2 ¼ hours>

43. **Appendices D-E (Record syntaxes) (1 hour)**
5JSC/Editor/RDA/Appendix D *^
5JSC/Editor/RDA/Appendix E (Access point control data) *^
44. **“Data about data” (1 hour)**

Including discussion of:
- How to handle statements such as “title varies”, “publisher not identified” (5JSC/M/160.3.2)
 - Data about data in relation to: calendar (5JSC/M/183.27.1); when parallel title is from a different source to the title proper (5JSC/M/198.5.1); format of standard numbers (5JSC/M/198.25.1); recording language (5JSC/M/200.2)

FRBR Group 3 entities

45. **Placeholder chapters for Group 3 entities in Section 4 — Recording attributes of concept, object, event, and place; Section 7 — Recording subject relationships; Section 10 — Recording relationships between concepts, objects, events, and places (15 mins.)**

Tuesday 22 April p.m. <3 hours to 4.15 p.m.>

General Business

46. **Chair’s preface to RDA (5JSC/M/178.5) (10 mins)**
47. **Next meeting (5 mins.)**
48. **Plans for future teleconferences (5 mins.)**
49. **JSC program of work (1 ½ hours)**
50. **Outcomes from April 2008 meeting (1 hour)**
51. **Any other business (10 mins.)**